

# REPORT

OF THE

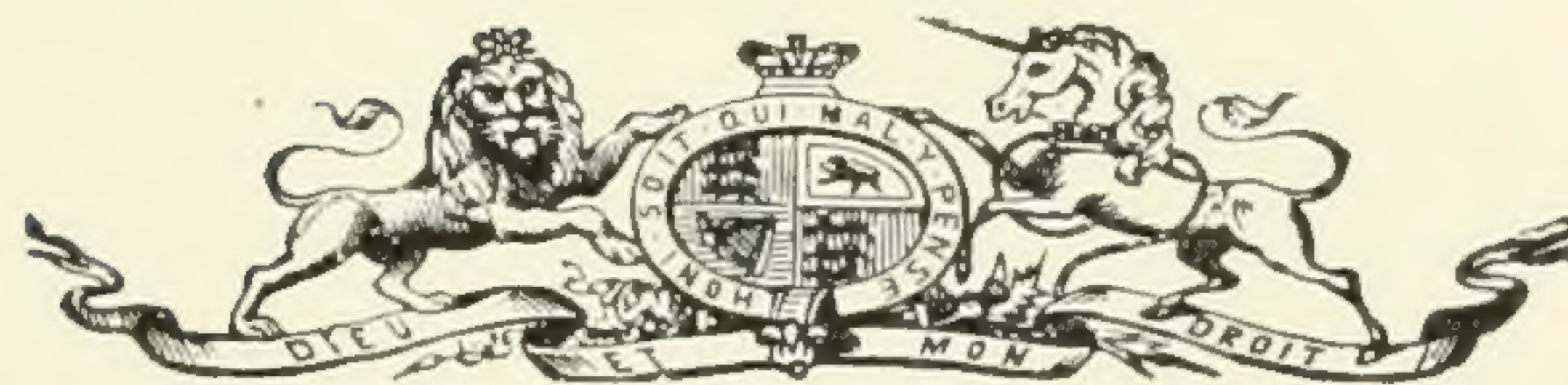
# BOARD OF CIVIL SERVICE EXAMINERS

FOR THE

YEAR ENDED DECEMBER 31

1900

*PRINTED BY ORDER OF PARLIAMENT*



OTTAWA

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EXCELLENT MAJESTY

1901







## BOARD OF CIVIL SERVICE EXAMINERS,

OTTAWA, January 31, 1901.

The Honourable

RICHARD WILLIAM SCOTT, K.C., LL.D.,

Secretary of State of Canada.

SIR,—Herewith I have the honour of addressing you the report of the Board of Civil Service Examiners for the year ended December 31, 1900.

This document embraces the information usually afforded under the following heads:—

1. Statement of the Promotion and Entrance Examinations, the number of candidates present thereat, and the number who passed and failed.
2. Copies of the Question Papers submitted at the said examinations.
3. Lists giving the names of the candidates who were successful in passing the Preliminary and Qualifying Examinations.
4. List of candidates who succeeded in options, specifying the subject in which they passed.
5. List of graduates of Canadian Universities who have exhibited their diplomas to the Board, and who, in consequence, are qualified for employment in the Public Service without examination.
6. Copy of the Regulations governing the Board.

I have the honour to be, sir,

Your obedient servant,

WM. FORAN,

*Secretary.*







R E P O R T  
OF THE  
BOARD OF CIVIL SERVICE EXAMINERS  
FOR THE  
YEAR ENDED DECEMBER 31, 1900.

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The undersigned, constituting the Board of Civil Service Examiners for the Dominion of Canada, have the honour to report that during the year ended the 31st day of December, 1900, they held, or caused to be held, the Promotion and Entrance Examinations prescribed by "The Civil Service Act."

PROMOTION EXAMINATION.

The General Promotion Examination for employees of the Civil Service, those of the Excise Branch of the Department of Inland Revenue excepted for the reasons hereinafter set forth, was this year held on the 22nd and 23rd days of May, and was attended by employees from the seven following departments, viz :—Customs, Militia and Defence, Governor General's Secretary, Geological Survey, Agriculture, Railways and Canals, and Inland Revenue (Inside Service). The official notice of the intention to hold this examination published in the 'Canada Gazette' announced that the only 'Centre' at which a session would be held was the City of Ottawa, but subsequently an urgent request was received from the Department of Customs for an examination at St. John, N.B., Winnipeg and Vancouver, and the same having been submitted to the Honourable the Secretary of State, his approval was obtained, and arrangements were accordingly made and the examination held at the three additional 'Centres' indicated. The attendance at this examination, as will be seen from the statements in subsequent pages, continues small, the reason being, as remarked in previous reports of the Board, that a large proportion of the employees of the Service have already qualified for promotion.

In connection with the Promotion Examination the Board deems it advisable to here call attention to the provisions of the Act, 63-64 Victoria, chapter 14, which came into operation on the first day of July last. Under that Act a new class of clerkships is created, to be known as 'Junior Second-class Clerks,' and it is provided that the second or Qualifying Examination prescribed by the Civil Service Act shall qualify for appointment, unless the person to be appointed should happen to be a graduate of the Royal Military College or of a Canadian University, in which case no examination is necessary. There being no provision embodied in the Act indicating what, if any, exam-



ination would be necessary in the case of the promotion of a junior second-class clerk to the higher rank of a senior second-class clerk, application was therefore made to the Deputy Minister of Justice for his interpretation of the Act in this and other respects, and the following is his decision :—

1. Third-class clerks in the inside service, who, under and by virtue of the provisions of the Act of last session, have become junior second-class clerks, do not require to pass any examination in order to qualify them for promotion to the second-class, if they have passed the qualifying examination.

2. Junior second-class clerks appointed under the Act of last session must pass an examination under section 39 *et seq.* of the Civil Service Act to qualify them for such promotion ; and

3. The qualifying examination does now qualify for appointment as temporary clerk, junior second-class clerk, or second-class clerk. There does not seem to be, since the Act of 1895, chap. 15, sec. 4 (*b*), any such class of employee as writer or temporary copyists, as distinguished from temporary clerk, and there is no such class of clerk as senior second. The junior second-class clerk, and the second class, seem to be the proper names of the two lower classes of clerks in the inside service.

While the above is the interpretation given by the Deputy Minister of Justice of the recent legislation, in so far as it affects the promotion examination, the Board desires to respectfully venture the opinion that it would have been more in the interests of the Service had the legislation in question made it compulsory for all junior second-class clerks to pass a promotion examination before being advanced to the higher rank of senior second-class clerks, as it would undoubtedly be the means of stimulating a great many, who might otherwise be disposed to perform their duties in a careless perfunctory manner, to strive by study and persevering industry to become thoroughly familiar with all the details of the department in which they are employed, and in that way equip themselves for the further test of qualification to which they would later on be subjected.

The attendance at this examination, and the results thereof, will be found in tabulated form on later pages.

#### EXCISE PROMOTION EXAMINATION.

As has been explained in previous reports of the Board, the General Promotion Examination held in the month of May is invariably adjourned until the month of August in order to meet the case of the employees of the Excise Branch of the Department of Inland Revenue, who are so circumstanced that attendance at the examination in the month of May would very seriously interfere with the performance of their duties. Accordingly an Excise Promotion Examination may be held annually in the month of August, should the requirements of the department render it necessary, but this was not found to be the case during the years 1897 and 1898, and consequently no examination was held in those years.

This year the examination was held on August 21 and four following days, at Halifax, Montreal, Toronto, Winnipeg and Victoria, the Board being represented by



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one of its members at Montreal and at Toronto, and by sub-examiners at the other centres. The papers at this examination being of an altogether special and technical character, it is customary to have associated with the presiding examiner an officer of the Department of Inland Revenue, in order that the candidates may be afforded such assistance as is necessary to enable them to thoroughly comprehend the problems submitted to them.

The answer papers, without the names of the candidates, are submitted to experts of the Department of Inland Revenue, who report the results to the Board, by whom, in turn, they are communicated to the Secretary of State, with the names prefixed.

The question treated by the candidates at the Excise Promotion Examination are not printed in the report of the board for the reason that being necessarily very much alike each year, their publication would enable intending candidates to prepare answers in advance, or have them prepared by more competent men. This consideration has commended itself to the board, and in consequence the papers in question are not now printed in its annual reports.

The attendance at and results of the Excise Promotion Examination will be found in a subjoined table.

## ENTRANCE EXAMINATIONS.

The undersigned have the honour to report that personally on the usual days in November last, at Montreal, Ottawa, and Toronto, and by sub-examiners at Charlottetown, Halifax, St. John, Quebec, Kingston, Hamilton, London, Winnipeg, Calgary, Vancouver and Victoria, the preliminary and qualifying examinations prescribed by the statute for entrance into the public service were held. No examination was held at the remaining 'centres' Port Arthur, Sault Ste. Marie and Regina, as no applications were received from persons desirous of taking the examination at these places. At Calgary, out of three candidates entered for the examination one only presented himself, and although the outlay involved in the holding of a session at this 'centre' was reasonable, nevertheless the Board desires to put itself on record as opposed to the holding of an examination at any 'centre' for one candidate, and would recommend the adoption of a rule fixing a specified number as the minimum number of persons for which a session of the Board may be held at any of the 'centres' named in the Order in Council.

## INCREASE IN THE NUMBER OF CANDIDATES.

Allusion was made in the report of last year to the constantly increasing number of candidates at the entrance examinations, and it will be seen from the statements hereto annexed that the year 1900 was not an exception; but, on the contrary, that large as the attendance was in the three preceding years, it was exceeded by over two hundred last year. The Board respectfully submits in this regard that it is difficult to do full justice to their work without more help in the office and increased means for other purposes. The expenditure in connection with these examinations consists largely in stationery, printing, allowance to sub-examiners, rents of halls, &c., all of which grow as the number of candidates increases. The Board's appropriation has been so curtailed in



recent years that it was found impossible to meet the cost of the halls used at Montreal Ottawa and Toronto—the three principal centres—and these accounts were accordingly paid by the Department of Public Works out of its vote for rents, &c., of public buildings. The Auditor General has several times protested against this practice, but unless a more liberal allowance is granted the Board there is little prospect of it being discontinued. But it must be borne in mind that if the cost of these examinations is growing, the fees received and paid to the credit of the Receiver General increase in even greater proportion. The moneys obtained from this source amounted for the year ended December 31 last to \$2,498, being \$223 in excess of the amount voted by Parliament to the Board. It will thus be seen that instead of being a tax upon the country, as it might very properly be, considering the character of the work in which it is engaged, the Board in the past year yielded a small revenue to the public exchequer.

#### SUB-EXAMINERS.

The Board have much pleasure in reporting that during the past year the staff of sub-examiners have given every satisfaction in the performance of their duties, no complaints having reached them in regard to the manner in which the examinations have been conducted.

#### IRREGULARITIES, ETC.

In several previous reports the Board adverted to the *evil* practice on the part of some of the candidates of copying or allowing their work to be copied, and they regret to have to report four cases of this character at the recent examinations, two at St. John, N.B., and two at Montreal. The evidence in the cases was so unmisatnable that the board had no hesitation in cancelling the papers of the candidates concerned, and they can only regret the fact that they are without further means of punishing the guilty parties. In this connection, attention is again directed to the reports for 1895 and 1899, in which a recommendation was made that a rule be adopted declaring the impropriety of copying, or of permitting one's work to be copied, should disqualify the offenders for all future Civil Service Examinations. Such a rule would undoubtedly have the effect of checking to a large extent this dishonest practice. Happily the cases of copying are not numerous, but the disposition to do so has been manifested at every qualifying examination, and in places where there is a large number of candidates in close proximity to each other—a condition of things that cannot always be avoided—it is scarcely possible for the officer in charge, even with one or two assistants, to detect, in every case, the various means used by the offenders in this respect, so that in such cases the wrong doing is discovered only when the candidates' papers are being inspected and valued after the examinations.

#### SUB-EXAMINERS.

The staff of sub-examiners in connection with the Board is as follows:—  
 Charlottetown, Ewen Stewart, Esquire, Inspector of Public Schools.  
 Halifax, Matthew N. Doyle, Barrister-at-Law.  
 St. John, N.B., The Reverend Dr. Bennet.  
 Quebec, L. Arthur Cannon, Advocate.



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Kingston, J. B. McKay, Esquire, Principal of the Kingston Business College.

Hamilton, W. T. Evans, Barrister-at-Law.

London, George Duncan, Esquire, Public School Principal.

Port Arthur, A. H. Macdougall, Barrister-at-Law.

Sault St. Marie, James Bassingthwaighte, Esquire.

Winnipeg, The Venerable Archdeacon Fortin.

Regina, J. W. Harrison, Esquire.

Calgary, W. T. VanWart, Esquire.

Vancouver, T. L. Baxter, Esquire.

Victoria, The Reverend Dr. Campbell.

No candidates presenting themselves at Port Arthur, Sault Ste. Marie or Regina at the last examinations, the services of the sub-examiners at these places were not required, and they received no emolument from their office as such.

## FEES, ETC.

The fees received from the candidates at the Promotion Examination in May and deposited to the credit of the Receiver General, amounted to \$32.

The fees received from the candidates at the Excise Promotion Examination in August and deposited to the credit of the Receiver General, amounted to \$56.

The fees received from candidates at the Entrance Examinations in November, and also deposited to the credit of the Receiver General, amounted to \$2,410.

Candidates at the Promotion Examination numbered 16, at the Excise Examination, 28, and at the Entrance Examinations, 854.

All of which is respectfully submitted.

JNO. THORBURN, M.A., LL.D.

*Chairman.*

A. D. DECELLES, F.R.S.C.

J. C. GLASHAN, LL.D.

WM. FORAN,

*Secretary of the Board.*

## APPENDIX.

Appended to this report will be found :—

1. Regulations governing the Board.
2. Statements giving particulars of attendance at promotion and entrance examination.
3. Copy of the papers used at the promotion examination.
4. Copy of the papers used at the preliminary entrance examination.
5. Copies of the qualifying examination papers.
6. Copies of the option papers.
7. List of the candidates who passed successfully the preliminary, or lower grade examination.
8. List of candidates who passed successfully the qualifying or higher grade examination.
9. List of the candidates who succeeded in options, specifying the subject in which they passed.
10. List of graduates of Canadian universities who have exhibited their diplomas to the Board, and who, in consequence, are qualified for employment in the public service without examination.



REGULATIONS FOR THE GOVERNANCE OF THE BOARD OF SERVICE  
EXAMINERS IN HOLDING EXAMINATIONS UNDER  
THE CIVIL SERVICE ACT.

- Chairman and secretary. 1. One of the members shall be chairman, and when present shall preside at the meetings of the Board, and one may be secretary, if appointed to that office by the Governor General in Council.
- Two members of board may transact business. 2. In the absence of one of the members of the Board, the other two shall be competent to transact business, and their decisions shall be as valid as if the three had been present.
- Regular entrance examinations. 3. Regular entrance examinations shall be held annually at as many of the places named in the Civil Service Act as the Governor General in Council may direct, and also at any other places similarly selected and designated to the Board. The examinations shall commence on the second Tuesday in the month of November, and shall be continued until completed.
- Meetings of board. 4. The Board shall meet prior to the examination in sufficient time to make the preparations necessary for holding the said examination, and shall continue to meet until their work is finished.
- Examinations to be held simultaneously and in same manner. 5. The examination shall be held simultaneously, that is, on the same days and hours at the several places designated by the Council, and shall be conducted at every place precisely in the same manner, and by means of the same questions.
- Answers in writing. 6. The answers of the Candidates shall be in writing, and on paper prepared and supplied by the Board.
- Sub-examiners to be appointed. 7. In the places at which the examiners cannot personally attend, sub-examiners shall be appointed to conduct the examinations according to the printed regulations supplied to them by the Board.
- Written papers to be sealed up and transmitted to secretary. 8. At the close of the examination, it shall be the duty of the examiners in charge to collect and seal up the written papers of the candidates and to transmit the same, duly attested, to the secretary of the Board at Ottawa.
- Requirements of candidate. 9. Every candidate for examination shall be required to satisfy the Board:—
- Preliminary examination, age. 1. If coming up for the Preliminary examination only, and if intending to serve in the Inside Departmental Division, that he is of the full age of fifteen years and not over thirty-five. If coming up for the Qualifying examination, that he is of the full age of eighteen years, and if for the Inside Department Division, not over thirty-five years old.
- Qualifying examination, age. (NOTE.) The proof of age shall be by a properly certified extract from the birth registration, and should this not be procurable, then by such other evidence as may be satisfactory to the Board.
- Proof of age. 2. That he is in sound health, and free from any defect or disease, mental or physical, which would be likely to interfere with the proper discharge of his duties.
- Sound health. (NOTE.) The proof of health shall be by the certificate of a practising physician.
- Proof of health.



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3. That his character is such as to qualify him for employment in the Civil Service. Character.

(NOTE.) The proof of character shall be by the certificate of a minister of religion, mayor, or justice of the peace. Proof as to character.

APPLICATIONS.

10. The applications for admission to the examination shall be by means of forms which will be supplied to the candidate by the Board, and said forms correctly filled up shall be re-addressed to the secretary, at least one month before the day appointed for commencing the examination. Applications for admission to examination, forms to be used.

11. A fee of two dollars in the case of the Preliminary Examination and of four dollars in the case of the Qualifying Examination, shall be paid by each candidate, and shall be collected on the first day of the examination as the Roll is being called. In the case of candidates coming up for examination in one subject the fee shall be two dollars, and a fee of one dollar shall be payable for the privilege of taking optional subjects. Should insuperable difficulties preclude the attendance of a candidate at the examination for admission to which he has sent the regular application and certificates, such candidate, on communicating the facts to the secretary, may be admitted at the next ensuing examination, by simply sending an application without new certificates. Fees to be paid.  
Admission to next ensuing examination.

EXAMINATIONS.

12. The examinations shall be open to all persons who shall have complied with the requirements of the Civil Service Act, as to proof of age, health and character, and in doing their examination work the candidates shall be at liberty to use either the English or French language. Examinations, open. English or French language may be used.

13. Notice of every examination to be held under the Civil Service Act shall be published in the *Canada Gazette*, in the English and French languages, one month at least before the date fixed for the examinations, and shall state when and where it is to be held. Notice of examination.

14. The examinations shall be known as the Preliminary or lower Grade, and the Qualifying or Higher Grade. In conjunction with the latter there will be certain optional subjects, any or all of which the candidates may take or decline to take as may be minded. Examinations, how designated.  
Optional subjects.

15. The Preliminary examination will be in,— Preliminary examination.

1. Penmanship ;
2. Orthography ;
3. The first four rules of arithmetic ;
4. Reading print and manuscript.

16. The maximum marks in each subject will be 60, and in order to pass, the candidate will require to make not less than 30 per cent, on any subject and an average of 50 per cent of the combined value on all subjects, or 120 out of the 240. Maximum marks and minimum of average required.

17. The Preliminary examination will qualify for the following appointments :—



Appoint-  
ments for  
which the  
preliminary  
examination  
will qualify.

18. Messengers in both Inside and Outside divisions, porters, sorters, packers, letter carriers, mail transfer clerks, box collectors, tide waiters, assistant inspectors of weights and measures and such other offices of the Lower Grades as may be determined by the Governor General in Council.

Qualifying or  
higher grade  
examination.

19. The Qualifying or Higher Grade examination shall be held immediately after the Preliminary, and shall be in,—

List  
of subjects  
included in  
the examina-  
tion.

1. Penmanship ;
2. Orthography ;
3. Arithmetic, including interest, vulgar and decimal fractions ;
4. Geography, chiefly of the Dominion of Canada ;
5. History,—British, French and Canadian—chiefly the latter ;
6. Grammar ;
7. Composition ;
8. Transcription.

Same scale  
shall govern  
as in the  
preliminary  
examination.

20. The same scale shall govern in this as in the Preliminary examination, viz., a minimum of not less than 30 per cent on any one subject and an average on the whole eight of 50 per cent. As the subjects are valued at 100 marks each, the average required will be 400. This examination will qualify for the following appointments:—

Appoint-  
ments for  
which the  
qualifying  
or higher  
grade exami-  
nation shall  
qualify.

1. Temporary writers in the first division ;
2. Third-class clerkships and the offices of landing waiters and lockers in the second division for Customs service ;
3. Third-class clerkships and the office of exciseman in the second division for Inland Revenue service ;
4. Third-class clerkships, railway and marine mail clerkships, and the offices in the second division for Post Office service ;
5. Second-class clerkships in the first division.

Conditions  
upon which  
candidates  
may come up  
at the next  
ensuing ex-  
amination.

21. Candidates who fail in one subject only at the Qualifying examination, but who make the required average (50 per cent, or 400 marks) will be allowed to come up at the next ensuing examination, and then only for that one subject, and if they secure the minimum will be held to have passed.

Candidates  
failing at  
qualifying  
examination ;  
effect as to  
optional  
subjects.

22. Candidates who fail at the Qualifying examination, excepting those who fail in one subject only, will receive no advantage from the optional subjects they may have treated successfully, the failure in the Qualifying subjects neutralizing success in options.

Subsequent  
examinations  
in optional  
subjects not  
allowable.

23. Candidates who may desire to be examined in Optional subjects must take them at the time of the Qualifying examination at which they present themselves, and will not be permitted to come up for that purpose at any subsequent examination.

Candidates  
who passed in  
options.

24. Candidates who pass in options will, in the event of appointment to office, be credited with the subjects in which they were successful up to two, but not in excess of two.

List of  
optional  
subjects.

25. The options are:—
1. Book-keeping—by double entry ;
  2. Shorthand ;
  3. Type-writing.

Minimum of  
marks in  
options.

26. In order to pass in options, the candidates will require to make at least 50 marks in each subject taken.



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27. Candidates who intend taking Options will inform the Secretary of the Board. Option candidates will inform secretary.

## CERTIFICATES.

28. Every candidate who passes the Preliminary or Qualifying examination successfully will receive a certificate to that effect, and in the cases of candidates who have gained Options, a certificate, "with honours," specifying the Options passed. Certificate.  
Options "with honours."

## TIME TABLES.

29. The Board will prepare time tables for the several examinations, showing the order in which the subjects are to be taken up and the time allowed for each, which time shall be strictly observed by the examiners. Board will prepare time tables.

## FORMS.

30. The forms necessary for giving effect to the foregoing rules will be provided by the Board and on application to the Secretary no less than one month before the day of examination, will be forwarded to the candidates and others interested. Board will provide forms.

## REPORT.

31. Not later than the 31st day of January in each year the Board shall make a report to the Secretary of State of the proceedings for the year ended on the preceding 31st day of December, which report will embrace copies of the printed examination question papers used at the several examinations, the names of the successful candidates, and copies of any rules or regulations adopted during the year. When report shall be made by board, and what it shall embrace.

## STATIONERY.

32. The stationery and other requisites shall be provided by the Department of Public Printing and Stationery upon requisitions from the Board of Examiners approved by the Head of said Department. Stationery and other requisites.

*Regulations for Conducting the Civil Service Entrance Examinations.*

33. The Board of Examiners shall prepare and cause to be printed (confidentially) the questions to be used at the Preliminary, Qualifying (including Options) and Promotion examinations, excepting always the Promotion papers on "Duties," which papers the Departments interested will supply. Preparation and printing of questions.

34. The examiner will begin by calling the roll and marking, opposite to the names of the candidate in attendance, the word "present," and to these he will communicate the Number by which they are to be severally identified throughout the examination. How examination shall be commenced.

35. Each subject for examination shall be dealt with in a separate paper, and sufficient time will be allowed the candidates to give their work a careful and intelligent treatment. Separate paper for each subject.

36. The examinations will commence each day at 9.30 a.m., continuing until noon, when a recess will be taken. They will commence at 1.30 p.m., and continue day by day till 4 p.m., or to the time specified in the time table, till finished. Hours of examination.



Each candidate shall be designated by a number.

37. Each candidate shall be designated by a Number, which he will place in plain figures at the head of each sheet of paper he may use, and also (together with the name of the subject treated) on the back of the outside sheet, which papers, at the expiration of the time allowed, he will hand to the examiner.

Questions will be numbered.

38. The questions will be numbered, and the number of marks assigned to each question will be shown in the margin of the printed question paper.

Date, hour and time to be stated.

39. The date and hour for the issue of each examination (question) paper, and the time allowed for its treatment, will be plainly stated at the head thereof.

Examiners will exercise care.

40. The examiners will exercise the greatest possible care in order to prevent the nature of the examination questions from becoming known before the time fixed for the issue of the papers has arrived.

Candidates guilty of misconduct by copying from each other, or improperly obtaining information how to be dealt with.

41. Should the Board have reason at any time to believe that candidates have been guilty of misconduct by copying from each other, or by improperly obtaining information relative to the subjects under treatment during the examination, they (the Board) will hold the results of the examination respecting such candidates in suspense, until they have thoroughly investigated the circumstances; and if such misconduct should be found to have occurred, the papers of such candidates will be cancelled and the offending persons will be disqualified from future examinations.

Irregularities to be reported to the Board.

42. Should the sub-examiners have cause to believe that the irregularities referred to in the preceding paragraph, or any others, have taken place among their candidates, they will faithfully report the facts to the Board.

Number of papers on each subject shall be sent to the examiners, and indorsed with the subject, etc.

43. The number of examination (question) papers on each subject required at each place of examination will be sent to the examiners, enclosed in sealed envelopes, indorsed with the subject and the number of papers they contain, and said envelope shall only be opened when the time specified in the time table for doing so has arrived, and in the presence of the candidates.

Stationery will be supplied by the board.

44. The stationery required for the examinations will be supplied by the Board, and the paper shall be written upon one side only. The margin must also be left blank, as it will be wanted for noting the valuations.

Who allowed in during examination.

45. No persons other than the examiners, their assistants and the candidates, shall be allowed within the rooms during the examinations.

Examiners not to communicate.

46. The examiners shall refrain from communicating to any one the results of the examinations until the same shall have been reported to the Secretary of State.

Position of candidates during examination.

47. The candidates shall, if possible, be placed five feet apart during the examinations, and any attempt at holding communication with each other must be promptly and effectually checked by the examiners.

Books, etc., not permitted.

48. No books, notes, maps, or diagrams shall be permitted in the examination rooms.



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49. The candidates shall all be seated five minutes before the commencement of the examinations, and no candidate will be allowed to enter the room later than fifteen minutes after the time fixed for commencing the treatment of a subject. Nor shall any candidate be allowed to leave the room during the treatment of a subject—save in cases of extreme necessity—but so soon as any candidate shall have finished his paper he may hand it to the examiner, after which he will be at liberty to retire, but he will not, however, be allowed to re-enter until the time for the commencement of the next subject is called.

Candidates shall be seated five minutes before the commencement of the examinations. Entering or leaving room.

50. Perfect silence shall be observed during the time devoted to the treatment of the subjects.

Perfect silence.

51. Punctually at the expiration of the time allowed for the treatment of a subject the examiners in charge shall notify the candidates of the fact, and will collect the papers, whether finished or unfinished.

At expiration of time examiner will collect papers.

52. On receiving the papers the examiner in charge will check them with the list of candidates present, so as to satisfy himself that he has one from each person, and should he find any short he will at once proceed to inquire for them. If any candidate fails to put in a paper the examiner will state the fact and the reason for its having been withheld in the report of the secretary. After receiving and collecting the paper he will arrange them in numerical order and inclose them in an envelope with,—

Examiner will check papers with list of candidates present.

1. The place of examination ;
2. The subject of the paper ; and
3. The number of papers inclosed.
4. He will then seal and sign the cover.

How papers are to be arranged and inclosed in envelopes.

53. At the conclusion of the examination the examiners in charge will fill up a form certifying that the rules and regulations have been faithfully observed, and if anything requiring explanation has occurred they will state the facts to the Secretary of the Board.

At close of examination examiner will fill up form.

#### *Promotion Examinations*

54. These examinations are held annually in the month of May, and are conducted in all respects like the examinations for entrance. (See the instructions relating to the latter.)

Time of holding promotion examinations.

55. The subjects in which the candidates are examined are known as "Obligatory" and "Supplementary," or subjects which may be prescribed by the Deputy Heads of Departments.

Subjects designated as "obligatory" and "supplementary."

56. The "Obligatory" subjects are :—

1. Penmanship.
2. Orthography.
3. Arithmetic (the nature of which is to be determined by the Deputy Head of the Department to which the candidate belongs, according to the requirements of the service the candidates are rendering or may be expected to render, if promoted to the higher classes they are aspiring to).

List of "obligatory" subjects.

4. Composition.
5. Duties of office, or of the higher office sought.
6. Efficiency, by which is understood the value placed by the Deputy Heads upon the service rendered, or which is being rendered by the candidates.



List of 'supplementary subjects.'

57. The 'Supplementary' subjects, any or all of which the Deputy Heads may prescribe, are :—

1. Translations (from English into French or French into English).
2. Geography.
3. Book-keeping.
4. Précis.
5. Constitution (The British North America Act).

'Obligatory' subjects; how rated.

58. The 'Obligatory' subjects, including 'Efficiency,' together with the 'Supplementary' subjects, which the Deputy Heads of Departments may select from, are each rated at 100 marks.

Employees appointed prior to 1882 not required to pass examination in subjects other than 'duties of office.'

59. No clerk on the staff of any Department of the Public Service, who was in the service or employment of the Government on the first day of July, 1882, and has since been continuously engaged therein, shall as a condition of promotion be required to pass an examination in any subject other than the duties of the office to which he seeks promotion, unless in any special case the Deputy Minister, by a report concurred in by the Head of the Department, submits to the Board of Examiners other subjects of examination as a test of fitness for such office.

Order of progress in the service.

60. The order of progress in the service is from a lower to the next higher class, and as there are three degrees of advancement, the candidates at the examinations have to exhibit their eligibility for promotion according to the following scale :

Third-class men.

1. Third class men must obtain not less than 30 marks in any one subject, and an average of 50 on all the subjects prescribed for their examination, so that if there are six subjects (Efficiency included) and there can not be less, they will require to make a total of not less than 300.

Second-class men.  
First-class.

2. Second class men must make not less than 40 per cent, an average of 60 per cent, and first class men 50 and 70.

Candidates on 'duties of office.'

3. Candidates examined on "Duties of Office" must obtain if third-rate men, 50 marks; if second class men, 60 marks; and if first class men, 70 marks in their examination.

4. All marks for efficiency and for duties of office obtained by any candidate in any promotion examination, shall be held to apply only to the department for which he has taken the examination in duties and been awarded marks for efficiency.

If a candidate makes the average required.

61. If a candidate in any of the classes makes the average required, but falls below the minimum in one subject only, he will have the privilege of coming up at the next ensuing (annual) examination in that one subject, when the minimum of marks will pass him.

Penal clauses added to the Act.

62. The following penal clauses were added to the Civil Service Act by Chapter 12 of the Acts of Canada, 51 Victoria (1888), and are inserted here for convenience of reference :—

Inquiry as to irregularities at examinations.

"2. Whenever the Board are satisfied that any irregularity or fraudulent practice has obtained at any examination held by them, or by any person deputed by them to hold the same, they may summon before them, by an instrument signed by the chairman or acting chairman of the Board, and may examine under oath or affirmation, any person who in their opinion is in a position to give evidence in relation to any such irregularity or fraudulent practice; and if the person so summoned neglects or refuses to appear, or having appeared, refuses to be examined upon oath or affirmation concerning the premises, or refuses to take an oath or affirmation, or having

Penalty for neglecting or refusing to appear or to be examined on oath.



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taken the oath or affirmation, refuses to answer such questions concerning the premises as are then put to him, without offering any just and lawful excuse for his refusal, the chairman or acting chairman of the Board shall be vested with all the powers conferred, in like cases, upon a justice of a peace by section thirty-two of *The Summary Convictions Act*.

'3. Every oath or affirmation required for the purpose of such examination may be administered by any member of the Board : Administration of oath.

'4. If any person is proved by such inquiry to have been concerned in any fraudulent practice, or to have been guilty of any breach of the regulations made in virtue of section thirty-one of this Act, the Board shall report the same to the Secretary of State, who may thereupon cause such person's name to be removed from the list of persons who are found qualified. Name of person offending to be removed from the list.

'5. Any person who at any examination held under this Act, personates any candidate, or employs, induces or allows any person to personate him, is guilty of an offence against this Act, and is liable, on summary conviction, to imprisonment for a term not exceeding six months, or to a fine not exceeding two hundred dollars, and if he is employed in the Civil Service, to be dismissed therefrom. Penalty for personation of candidate.

'6. Every person who surreptitiously procures from any printer, or other person, and every person who without authority furnishes to any other person any examination question paper or any other paper relating to any such examination as aforesaid, is guilty of an offence against this Act, and liable, under summary conviction, to imprisonment, with or without hard labour, for a term not exceeding six months, or to a fine not exceeding two hundred dollars, and if he is employed in the Civil Service, to be dismissed therefrom; and no such person shall be allowed to present himself at any subsequent examination. Penalty for wrongfully receiving or furnishing examination papers.

63. The ninth section of 'The Civil Service Act' is added hereto for convenience of reference, and is as follows :— Ninth section of Act added.

'The Board may obtain the assistance of persons who have had experience in the education of the youth of Canada, and with such assistance shall hold, or cause to be held, periodical examinations for admission to the Civil Service, in the cities of Halifax, St. John, N.B., Charlottetown, Quebec, Montreal, Ottawa, Toronto, Hamilton, London, Winnipeg, Victoria, and such other places as are determined by the Governor in Council; it shall not be necessary to hold such examinations in all the said places, but the places at which the examinations shall be held shall be determined from time to time by the Governor in Council; examinations shall, as far as possible, be in writing, and the cost thereof shall be defrayed out of moneys previously voted by Parliament for that purpose.' Who may be appointed assistants. Place and times of examinations. Expenses; how defrayed.



## PROMOTION EXAMINATION.

Place.	Present.	Passed.	Failed.
Vancouver .....	2	.....	2
Winnipeg.....	2	2	.....
Ottawa .....	8	8	.....
St. John.....	4	4	.....
	16	14	2

## ENTRANCE EXAMINATION.

## PRELIMINARY OR LOWER GRADE.

Place.	Present.	Passed.	Failed.
Charlottetown..	2	2	.....
Halifax.....	40	38	2
St. John, N.B.....	13	13	.....
Quebec .....	28	23	5
Montreal.....	103	87	16
Ottawa .....	52	50	2
Kingston.....	7	5	2
Toronto.....	91	80	11
Hamilton.....	16	16	.....
London.....	11	11	.....
Winnipeg.....	4	4	.....
Vancouver.....	18	16	2
Victoria.....	4	4	.....
	389	349	40

## QUALIFYING OR HIGHER GRADE.

Place.	Present.	Passed.	Failed.
Charlottetown.....	9	7	2
Halifax.....	16	8	8
St. John, N.B.....	20	7	13
Quebec.....	14	2	12
Montreal.....	50	18	32
Ottawa.....	133	74	59
Kingston.....	13	11	2
Toronto.....	82	50	32
Hamilton.....	13	9	4
London.....	26	14	12
Winnipeg.....	9	4	5
Calgary.....	1	1	.....
Vancouver.....	16	10	6
Victoria.....	3	2	1
	*405	217	188

\* Twenty-six of this number were 'one subject candidates,' and paid a fee of only \$2.



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EXCISE EXAMINATION.

Place.	Present.	Passed for 1st Class.	Passed for 2nd Class.	Failed.
Halifax .....	2	2		
Montreal .....	8		6	2
Toronto .....	13	6	4	3
Winnipeg .....	3	3		
Victoria .....	2	2		
	28	12	10	5

OPTIONAL SUBJECTS.

Place.	Present.	Passed.	Failed.
Charlottetown.....	2	2	
Halifax.....	1	0	1
St. John, N.B.....	3	2	1
Quebec.....	3	2	1
Ottawa.....	28	13	15
Kingston. . . . .	6	4	2
Toronto.....	8	2	6
Hamilton.....	5	2	3
London.....	1		1
Vancouver.....	1		1
Victoria.....	2		2
	60	27	33



## PROMOTION EXAMINATION.

## PENMANSHIP.

Tuesday, May 22, 1900, from 9.00 a.m. to 9.30 a.m.

(The candidates are required to observe the rules strictly).

Value.

100

HAWARDEN CASTLE, January 7, 1887.

SIR,—As the oldest among the confidential servants of Her Majesty, I cannot allow the anniversary to pass without notice, which will to-morrow bring your Royal Highness to full age and thus mark an important period in your life.

The hopes and intentions of those whose lives lie, like mine, in the past, are of little moment; but they have seen much and what they have seen suggests much for the future.

There lies before Your Royal Highness in prospect, the occupation, I trust, at a distant date, of a throne, which to me, at least, appears the most illustrious in the world, from its history and associations, from its legal basis, from the weight of the cares it brings, from the loyal love of the people, and from the unparalleled opportunities it gives, in so many ways and in so many regions, of doing good to the almost countless numbers whom the Almighty has placed beneath the sceptre of England.

I fervently desire and pray, and there cannot be a more animating prayer, that Your Royal Highness may ever grow in the principles of conduct, and may be adorned with all the qualities which correspond with this great and noble vocation.

And, Sir, if sovereignty has been relieved by our modern institutions of some of its burdens, it still, I believe, remains true that there has been no period of the world's history at which successors to the monarchy could more efficiently contribute to the stability of a great historic system, dependent even more upon love than upon strength, by devotion to their duties and by a bright example to the country. This result we have been happily permitted to see, and other generations will, I trust, witness it anew.

Heartily desiring that in the life of Your Royal Highness every private and personal may be joined with every public blessing.

I have the honour to remain, sir,

Your Royal Highness' most dutiful and faithful servant,

W. E. GLADSTONE.

H.R.H Prince Albert Victor.



SESSIONAL PAPER No. 31

PROMOTION EXAMINATION.

ORTHOGRAPHY.

Tuesday, May 22, 1900, from 9.30 a.m. to 10.30 a.m.

(Candidates are required to observe the regulations strictly).

Copy the following extract, correcting the errors in spelling; five marks will be deducted for each misspelled word in your copy.

Value.	
100	The king bird is probibly the most obtroosive creecture of the hol feathered tribe in canada. As soon as a pare take posession of a tree in an orcherd they imediatly proclame the fact to the neighborhood and then trubble befalls every thing wareing fethers that ventyures to tresspass on what they are pleased to concidder there domane. Crowes, Hawks, Jays and Blackbirds are there esspessial detestation, and shuld one of these birds apeer neer there tree an atack by the King birds imediatly folloes, the asalt being kept up untill the introoder is igniominously driven of, haveing lost a few fethers in the incounter, the loss serving to remind him that other peeple hav rites whitch he is bound to respeck. The King bird captures a vast number of matyoor insecks, both inn the aire and on the ground, and as at least half off these insecks wood prodyouse eggs to becum katterpilars, the servise renderd is verry grate. I hav herd complaintes frum be-keapers that thees birds will desstroy beas. It is jest posable that they will ocasionaly take them, butt i hav scene no evidance that they hav ackwised the habbitt.

No. 2.

PROMOTION EXAMINATION.

ENGLISH COMPOSITION.

Tuesday, May 22, 1900, from 10.30 a.m. to noon.

(Candidates are required to observe the regulations strictly.)

Values	
6	Criticise the following and show how they may be improved.
6	1. The property which every man has in his own labour, as it is the foundation of all other property, so it is the most sacred and inviolable.
6	2 To have prevented their depreciation, the proper course, it is affirmed, would have been to have made a valuation of all the certificated property.
6	3. It has been stated that he seemed to aim at gaining the doubtful, than mortifying or crushing the hostile.
6	4. After much discussion it was decided to shorten the discourse by cutting pollysyllables into one.
6	5. I received the letter you wrote from Toronto yesterday, and, without a moments delay or waiting for further notice, procedeed at once to Mr. Blank's office, though it was raining at the time, and the clerk said he had just telegraphed his acceptance.
6	6. Though some of the European rulers may be females, when spoken of altogether, they may correctly be classified under the denomination 'Kings.'
8	7. Distinguish between a metaphor and a simile, and in the following state what figure is used and change to the other figure :— ' Yet all experience is an arch wherethrough Gleams that untravelled world, whose margin fades For ever and for ever as I move.'
12	8. Distinguish between the use of the following, giving examples :— <i>by</i> and <i>with</i> , <i>example</i> and <i>instance</i> , <i>kingly</i> and <i>royal</i> .
44	9. Write a letter of not more than 200 words to a friend describing the duties you have to discharge in connection with your position in the service.
100	



## DEPARTMENT OF CUSTOMS.

## DUTIES PAPER FOR CHIEF LOCKER.

Values.	
10	1. What does the expression 'gallon' mean under the Customs Tariff of 1897?
10	2. How much spirits are required as a sample for testing the degree of proof?
10	3. How many wine gallons are contained in <i>ten</i> imperial gallons?
10	4. By what instruments are alcoholic liquors tested for proof strength?
10	5. Within what period shall warehoused goods be finally cleared (if the period be not extended by the Minister of Customs)?
10	6. What is the smallest quantity of goods in packages or in bulk which may be taken out of warehouse at one time?
10	7. How may warehoused goods be dealt with when taken out of warehouse without lawful permit?
10	8. Define the class of Customs Officers authorized to make seizures for violation of the Customs laws?
10	9. Under what restrictions may the owner of any warehoused goods, sort, pack or re pack same in warehouse?
10	10. May free and duty paid goods be stored in any bonded warehouse of class 2 or 3?

## DEPARTMENT OF CUSTOMS.

## DUTIES PAPER FOR FIRST-CLASS CLERKSHIPS.

Value.	(Outside Service).
10	1. Within what period shall warehoused goods be finally cleared (if the period be not extended by the Minister of Customs)?
10	2. What is the smallest quantity of goods in packages or in bulk which may be taken out of warehouse at one time?
10	3. Define the class of Customs Officers authorized to make seizures for violation of the Customs Laws?
10	4. What do the initials 'n.e.s.' represent in the Customs Tariff?
10	5. Whenever any difference arises as to the rate of duty payable on particular goods, state how the rate of duty payable may be declared or decided?
10	6. In what currency must invoices for entry of imported goods be made out?
10	7. What is the extent of the preference given under the British Preferential Tariff?
10	8. Are goods taken out of warehouse subject to the duties in force at the time of their importation, or subject to the duties in force at the time when taken out of warehouse?
10	9. Are duties payable in all cases on the quantity and value of goods, in the warehouse, as originally warehoused?
19	10. At what places are goods imported into Canada required, under the Customs Act, to be brought in?



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## DEPARTMENT OF CUSTOMS.

## DUTIES PAPER FOR CHIEF CLERKSHIPS.

Value.	(Outside Service).
10	1. Within what period shall warehoused goods be finally cleared (if the period be not extended by the Minister of Customs)?
10	2. What is the smallest quantity of goods in packages or in bulk which may be taken out of warehouse at one time?
10	3. Define the class of Customs Officers authorized to make seizures for violation of the Customs Laws?
10	4. What do the initials 'n.e.s.' represent in the Customs Tariff?
10	5. Whenever any difference arises as to the rate of duty payable on particular goods, state how the rate of duty payable may be declared or decided?
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19	7. What is the extent of the preference given under the British Preferential Tariff?
10	8. Are goods taken out of warehouse subject to the duties in force at the time of their importation, or subject to the duties in force at the time when taken out of warehouse?
10	9. Are duties payable in all cases on the quantity and value of goods, in the warehouse, as originally warehoused?
10	10. At what places are goods imported into Canada required under the Customs Act, to be brought in?

## DEPARTMENT OF MILITIA AND DEFENCE.

## (Military Stores Branch.)

Value.	DUTIES PAPER.
10	1. Who has charge of the Militia Stores in the several Districts. Give a resumé of his duties.
10	2. How are equipment, arms, accoutrements, &c., obtained from Stores. Give a detail of procedure.
10	3. What are the rules and formalities which govern a new issue of clothing.
10	4. State the system of keeping accounts as followed in the Store Branch, and state what returns are made to the Auditor General and how often.
10	5. How often are Superintendents of Stores required to balance their ledgers and forward returns of articles in charge.
10	6. State difference between requisitions for clothing and expense requisitions.
10	7. How are stores finally declared unserviceable and how subsequently disposed of.
10	8. Explain action taken on requisitions when received by the Branch.
10	9. How are records of issues of clothing and equipment kept.
10	10. What documents have to be made out and forwarded and to whom when issued are made.



## DEPARTMENT OF AGRICULTURE.

Value.

DUTIES PAPER.

- |    |   |
|----|---|
| 5  | 1. How long is the life or duration of a patent?  |
| 10 | 2. What proceedings must an inventor take to obtain a patent?                               |
| 10 | 3. How long after the date of the patent may the patentee import his invention into Canada? |
| 10 | 4. What papers must be attached to the Patent?  |
| 15 | 5. Within what time must an applicant for a patent perfect his application?                 |
| 15 | 6. Can two or more inventions be included in one patent?                                    |
| 10 | 7. Who may obtain a patent?   |
| 15 | 8. What is a caveat?  |
| 10 | 9. What is the fee payable on a caveat?   |
| 5  | 10. How long is a caveat valid?   |

## DEPARTMENT OF THE GEOLOGICAL SURVEY.

(Accountant's Branch).

Value.

DUTIES PAPER.

- |    |   |
|----|---|
| 10 | 1. Name the purpose for which money is usually voted for the department, indicating concisely the nature of the services for which it is required.  |
| 15 | 2. State how an account of the expenditure of the department is kept in your office.  |
| 10 | 3. Explain the nature of the returns referring to the expenditure which the law requires to be made to the Auditor General.   |
| 20 | 4. Describe the method of making payments for the various purposes in the department, including the method of providing money for field work and accounting for the same.                     |
| 20 | 5. Describe generally the nature of the duties you have to discharge in connection with your position in the Survey, giving the name of the different books required to be used for the same. |
| 10 | 6. A remittance has to be made to Messrs Jones and Co., London for £465. 12. 3½. Make out an application for a sterling bill to pay for this, giving the amount in Canadian Currency at 9½.   |
| 15 | 7. Indicate briefly the provisions of the Act relating to the Geological Survey Department.   |

## PROMOTION EXAMINATION.

ARITHMETIC.

Wednesday, May, 1900, from 9.30 a.m. to 12 noon.

(Candidates are required to observe the regulations strictly.)

Values.

N.B.—The work of each question must be given in full.

- |    |   |
|----|---|
| 10 | 1. Multiply 79659876 by 7908 and prove your answer by division.                           |
| 10 | 2. Divide 9387654987 by 9786 and prove your answer by multiplication.                     |
| 14 | 3. Make out and receipt a bill for the following transactions dating it on 4th May, 1900. |



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James Moir bought of Alfred E. Morgan, goods as follows :—2nd April, 15 lbs. of tea at  $37\frac{1}{2}$ c. and  $36\frac{1}{2}$  lbs. of sugar at  $6\frac{1}{4}$ c. ; 5th April,  $12\frac{1}{2}$  lbs. of coffee at  $32\frac{1}{2}$ c. and  $39\frac{1}{2}$  lbs. of butter at  $18\frac{1}{2}$ c. ; 11th April,  $17\frac{1}{4}$  lbs. of cheese at  $9\frac{3}{4}$ c. and  $19\frac{1}{2}$  doz. eggs at 17c. ; 20th April,  $16\frac{1}{4}$  lbs. of tea at  $43\frac{1}{2}$ c.,  $47\frac{1}{4}$  lbs. of bacon at  $11\frac{1}{4}$ c., and  $28\frac{3}{4}$  lbs. of ham at  $9\frac{3}{4}$ c. ; 28th April,  $46\frac{1}{2}$  lbs. of rice at  $8\frac{1}{4}$ c.,  $27\frac{1}{2}$  lbs. of currants at  $8\frac{3}{4}$ c. and  $19\frac{1}{2}$  lbs. of raisins at  $8\frac{1}{2}$ c. On 20th April James Moir paid Alfred E. Morgan \$8 on the above purchases.

12 4. Show that in the year 1899, seven times the number of days preceding June 18 were equal to six times the number following that date.

12 5. Find the weight of air in a room 35 ft. long, 26 ft. wide and 14 ft. high, if 1,000 cubic inches of air weigh 327 grains.

14 6. What sum loaned at 5 per cent per annum simple interest, would amount at the end of 12 years to \$560 ?

14 7. Find the interest at  $5\frac{1}{2}$  per cent per annum on \$798,650 from 12th Dec., 1899 to 4th Sept., 1900.

14 8. Find the proceeds of the following promissory note discounted at Ottawa on Feb. 19, 1900, the rate of discount being 6 per cent.  
\$47,865.

OTTAWA, 12th Feb., 1900.

Six months after date, I promise to pay to the order of S. W. Baine, Forty-seven thousand eight hundred and sixty-five Dollars. Value received.  
ANGUR E. CARR.

## No. 1.

## PRELIMINARY OR LOWER GRADE EXAMINATION.

## PENMANSHIP.

Tuesday, November 13, 1900 : from 10.15 a.m. to 11. a.m.

(Candidates are required to observe the regulations strictly.)

## FIFTY YEARS ADRIFT.

Value.

How an Arctic Wreck Floated on an Iceberg.

60

One of the most curious finds ever made from the sea was that which came to the Azores in 1858. The island of Corvo was then in the possession of two beach combers, runaway English sailors. There came drifting into the little harbour one morning a craft which had evidently been frozen in the ice a life time and had lately been released. It had come down from Davis strait and was an ancient and battered hulk without masts, bulwarks or name. The craft had a brig and she was a Russian. Her hatches were on and her cabin doors fast, and the hulk was bouyant. She had come out of the belly of an iceberg. She had little cargo, and that consisted of skins and furs in prime condition. No papers were found in her cabin, but it was figured that she was a sealer or trader, carrying a crew of 10 or 12, and that she had been provisioned for a year. The flour found aboard tasted like chalk; but the beef was perhaps better than the day it was put on board. She had been abandoned when frozen in, and the dark colour of the woodwork and the growth of moss proved that she had drifted for years. Then she got fast in the ice and became part of a berg.

The date of a letter found in her fore-castle showed that she had been abandoned nearly half a century before. The hulk drifted to a sand beach, and the combers went to work on her. They got the furs, which brought them \$4,000, hoisted out a couple of barrels of beef and then set fire to the



wreck and little remained of her when the story leaked out. That the hulk came down from the far north was proved only a few weeks later by the log of an English merchantman. She reported passing a great iceberg to the northwest of Azores and of seeing a curious object imbedded in it 50 feet above the surface of the water. The object was believed to be a whale, but it was probably the hulk of the brig. Getting down into the warm seas, the berg fell to pieces, and that queer old relic found herself afloat again.

## No. 2.

### PRELIMINARY OR LOWER GRADE EXAMINATION.

#### ORTHOGRAPHY.

Tuesday, November 13, 1900 ; from 11 a.m. to noon.  
(Candidates are required to observe the regulations strictly.)

Values. | Copy the following extract, correcting the errors in spelling ; 2 marks will be deducted for each mis-spelled word in your copy. (Write the extract prose form, not marking off the lines of verse.

45 | 1. Betwene Nose and Eyes a strainge contest a rose, the spektickles sett them unhapilly rong ; the pointe in dispoote was as all the world nose, to witch the sade spektikles aught to belong. So the Tung was the lawyer and agrood the caws with a grate deel of skil and a wigg ful of lerning, while cheif baron Ere sat to ballence the lause, so faimed for his tallant in nisely disearning.

15 | 2. Write the names of the days of the week, of the months of the year and of the numbers from 1 to 12.

## No. 3.

### PRELIMINARY OR LOWER GRADE EXAMINATION.

#### ARITHMETIC.

Tuesday, November 13, 1900 ; from 1.30 p.m. to 3 p.m.

Values. | (Candidates are required to observe the regulations strictly.)

- 4 | 1. Write out in words 90,014 ; 180,081 ; 1,100,011 ; 70,007,070.
- 4 | 2. Write in figures, seventeen thousand seven hundred and one ; seven hundred and seven thousand and seven ; one million and one ; one hundred and one thousand and one.
- 6 | 3. Add up
- |      |
|------|
| 9876 |
| 3968 |
| 8657 |
| 6596 |
| 8485 |
| 6959 |
| 8777 |
- 6 | 4. Add together, 76, 9658, 597, 68756, 976, 8495, 77 and 978.
- 5 | 5. Take 729885948 from 2506877645.
- 7 | 6. Multiply 79659483 by 7090.
- 5 | 7. Divide 272108564 by 7.
- 8 | 8. Divide 687984635 by 87.



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- 5 | 9. How many hours are there from 10 o'clock Monday morning to 7  
o'clock Thursday evening of the same week ?
- 10 | 10. A farmer sold 78 bushels of wheat at 89 cents a bushel, 67 bushels of  
barley at 47 cents a bushel, 84 bushels of oats at 28 cents a bushel and 27  
tons of hay at \$9 a ton. How much did he receive for the whole ?

No. 5.

QUALIFYING EXAMINATION.

PENMANSHIP.

Wednesday, November 14, 1900 ; from 10 a.m. to 10.30 a.m.

(Candidates are required to observe the regulations strictly.)

Value.

Notice is hereby given that application will be made at the next session of Parliament of Canada, for an Act to incorporate a company for the purpose of constructing, maintaining and operating a railway and general traffic bridge across the Ottawa river, from a point in the city of Ottawa, between the easterly side of Bank street and the westerly side of Kent street produced to the river, to some point in the city of Hull, with the necessary approaches thereto from any station or depot which the company may erect in the cities of Ottawa or Hull to the said bridge for railway, street railway, tramway, carriage, foot and passenger traffic purposes, with power to amalgamate with or enter into arrangements with a railway company or companies, or any corporation for the use of the bridge ; also with power to charge toll for the passage of cars, vehicles and pedestrians, all such tolls to be made subject to the approval of the Governor-in-Council, and not to exceed twenty-five cents for the passage of each vehicle drawn by two horses, and fifteen cents for each vehicle drawn by one horse, and two dollars for each car. The height of the trestles or arches of the bridge to be not less than thirty-five feet, and the interval between the abutments or piers to be not less than one hundred feet ; and for other purposes.

No. 6.

QUALIFYING EXAMINATION.

ENGLISH COMPOSITION.

Wednesday, November 14th, 1900 ; from 10.30 a.m. to noon.

(Candidates are required to observe the Regulations strictly.)

Values.

1. Show in what respect the following sentences may be improved :
- 6 | (a.) Those whom he feels would gain most advantage by being his guests,  
should have the first place in his invitations.
- 6 | (b.) I would be false if I did not say, as I think, that honesty is the best  
policy.
- 4 | (c.) It has been truthfully said that much depends on the faithfully dis-  
charging the duties of life.



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- 6 (d.) Seated on an upright tombstone, close to him, was a strange unearthly figure whom, Gabriel felt at once, was no being of this world.
- 6 (e.) It was found after a few days delay that all the returns, official and otherwise, were in.
- 4 (f.) The greatest masters of critical learning do not always agree; not unfrequently they differ among one another.
- 32 (g.) Distinguish between ceremonious and ceremonial; continual and continuous; deadly and deathly; luxuriant and luxurious. Give an example of each.
- 36 2. Write a letter, of not fewer than 250 words, on "Agricultural Exhibitions."

100

## No. 7.

## QUALIFYING EXAMINATION.

## ARITHMETIC.

Wednesday, November 14, 1900; from 1.30 p.m. to 3.30 p.m.

(Candidates are required to observe the Regulations strictly.)

Values.

N.B.—The work of each question must be given in full. No marks will be given for answers to questions 1, 2 and 3 that are not absolutely correct.

- 5 1. Add together 79485, 678549, 8764, 987589, 79, 65947, 879684, 68945, 877898.
- 8 2. Multiply 78897968497 by 60807.
- 8 3. Divide 745906009632 by 798.
- 10 4. Make out and receipt a bill for the following:—On 13th Oct., 1900, Mrs. Wm. Henderson bought of Mr. Amos Wardlaw,  $7\frac{3}{4}$  yd. lawn at  $26\frac{1}{2}$  ct.,  $3\frac{1}{4}$  yd. lace at  $87\frac{1}{2}$  ct.,  $13\frac{1}{2}$  yd. ribbon at  $12\frac{1}{2}$  ct.,  $11\frac{1}{8}$  yd. embroidery at  $17\frac{1}{2}$  ct.,  $28\frac{1}{2}$  yd. linen at  $24\frac{1}{2}$  ct.,  $3\frac{3}{4}$  yd. frilling at  $16\frac{1}{4}$  ct.,  $13\frac{1}{4}$  yd. pink flannel at  $37\frac{1}{2}$  ct.,  $4\frac{1}{2}$  yd. jet trimming at  $47\frac{1}{4}$  ct., and  $7\frac{1}{2}$  yd. silesia at  $13\frac{1}{2}$  ct.
- 10 5. A man starts at 8.10 a.m. on a journey of 18 miles and travels for  $3\frac{1}{4}$  hours at the rate of  $3\frac{1}{4}$  miles per hour. If he then quicken his pace by  $\frac{3}{8}$  of a mile per hour, at what hour of the day will he arrive at the end of his journey?
- 10 6. In an examination *A* obtained 78 per cent of the full number of marks, beating *B* by 16 per cent of the full number. If *A* received 975 marks, how many did *B* receive?
- 10 6. If a cubic foot of gold weigh 1208 lb. avoirdupois, what must be the thickness of a gold ribbon  $1\frac{1}{2}$  in. wide and 10 ft. long, weighing 480 grains?
- 12 8. Divide \$40.71 among 7 men, 16 women and 25 children so that 5 men may get as much as 6 women and 5 women as much as 6 children.
- 12 9. For how much must a ninety-day note be drawn to realize \$5,700 when discounted at 6 per cent? (*365 days=one year.*)
- 12 10. Find the proceeds of the following note discounted in Ottawa on 13th Oct., 1900, at  $6\frac{1}{2}$  per cent, exchange  $\frac{1}{8}$  per cent.

\$73,485 $\frac{45}{100}$

Montreal, 8th October, 1900.

Six months after date we promise to pay to the order of Messrs. James Akenside, Son & Co., Seventy-three thousand four hundred and eighty-five  $\frac{45}{100}$  Dollars, at the Bank of Montreal, here. Value received.

W. H. K. OLSEN & CO.



## No. 8.

## QUALIFYING EXAMINATIONS.

## GEOGRAPHY.

Wednesday, November 14, 1900 ; from 3.30 p.m. to 4.30 p.m.

Value.

(Candidates are required to observe the Regulations strictly.)

- |    |  |
|----|--|
| 10 | 1. Define the geographical terms : Ecliptic, Zodiac, Tropics, Equator.   |
| 15 | 2. Mention the most direct route a traveller would take going from Halifax to Dawson City. Mention the railways, oceans, ports, straits and islands on his way.                                |
| 10 | 3. What are the chief ports and harbours of British Columbia? Indicate their locality.   |
| 10 | 4. Into how many provinces and districts are the North-west Territories divided? What are their capitals or principal towns?   |
| 10 | 5. Name the chain of rivers and lakes which lie between Ottawa and the Georgian Bay.   |
| 5  | 6. Name four cities in Ontario having a population over 30,000 inhabitants.  |
| 15 | 7. Name the constituencies in the province of Quebec north of the River St. Lawrence returning representatives to the House of Commons.  |
| 5  | 8. What are the six largest lakes of the province of Quebec?   |
| 10 | 9. What are the chief articles of export of New Brunswick and Nova Scotia; their principal industries? Name the principal rivers of these two provinces, indicating their sources and outlets. |
| 10 | 10. What is (approximately) the population of Prince Edward Island? What strait separates it from the mainland.  |

## No. 9.

## QUALIFYING EXAMINATION.

## HISTORY.

Thursday, November 15, 1900 ; from 9.30 a.m. to 10.30 a.m.

(Candidates are required to observe the Regulations strictly.)

Value.

## HISTORY OF GREAT BRITAIN.

- |    |  |
|----|--|
| 10 | 1. Give me an outline of Queen Anne's reign. Name the distinguished men of England in her time.                                      |
| 10 | 2. How was it that William and Mary were entitled to the throne of England? With what country was England at war during their reign? |
| 5  | 3. What were the two most serious wars under Her Majesty Queen Victoria's reign—one in Europe, and the other in Asia?                |

## HISTORY OF FRANCE.

- |    |  |
|----|--|
| 10 | 4. Who was Charlemagne? What important events took place in France, Germany and Italy during his time. |
|----|--|



- 15 5. What were the causes of the foreign wars called 'The Crusades'? How many were there? What monk was largely instrumental in arousing the western nations to commence the crusades?
- 5 6. What do you understand by the feudal system? When did it commence and terminate.

## HISTORY OF CANADA.

- 5 7. What unfortunate event took place in Canada under the administration of Governor de Nonville?
- 10 8. State what you know of M. de Roberval.
- 10 9. Who was Cavelier de la Salle, and with what discovery is his name connected?
- 10 10. What were the causes of the war of 1812 between Great Britain and the United States?
- 10 11. Who were the governors or lieutenant-governors of Lower and Upper Canada at the time of the political troubles of 1837?

## No. 10.

## QUALIFYING EXAMINATION.

## ENGLISH GRAMMAR.

Thursday, November 15, 1900; from 10.30 a.m. to noon.

Values.	(Candidates are required to observe the Regulations strictly.)
8	1. Adverbs and prepositions are sometimes used for adjectives in sentences. Give an example of each.
8	2. What are meant by reflexive verbs? Give two examples.
18	3. Other parts of speech are sometimes used as verbs. Give one example each of (1) an adverb, (2) a noun, (3) an adjective, being thus used.
9	4. Some nouns have two plurals. Give three examples.
9	5. Give an example of a noun clause, an adjective clause, and an adverbial clause.
4	6. What is meant by the progressive form of a verb? Give an example.
30	7. Show in what respects the following sentences are incorrect, and rectify them: <ul style="list-style-type: none"> <li>(a.) Many people make a mistake in supposing that wealth, and not wisdom, procure esteem.</li> <li>(b.) The report was current yesterday that the legations in Peking were suffering great hardships, and agrees with what was heard before.</li> <li>(c.) It is a safe and prudent policy that we always should prefer our duty to pleasure.</li> <li>(d.) Most people will admit, when nearing the end of life, that they have done no more than it was their duty to have done.</li> <li>(e.) It must indeed be confessed that a lampoon or a satire do not carry in them robbery or murder.</li> </ul>
14	8. Parse the following:— Wrong he sustains with temper, looks on heaven, Nor stoops to think his injurer his foe.



SESSIONAL PAPER No. 31

## QUALIFYING EXAMINATION.

## ORTHOGRAPHY.

Thursday, November 15, 1900 ; from 1.30 p.m. to 2.15 p.m.

(Candidates are required to observe the Regulations strictly.)

Copy the following extract, correcting the errors in spelling ; 3 marks will be deducted for every mis-spelled word in your copy.

Values.

100

There are few ofices conected with the goverment of this or of any other country which have had so grate an infleunce on the soshial life of the people as the post ofice for the convayence of leters from one toun or districk to an other. As hapens with moast grate discovries and important institeusions, the oragin of the poste for leters is obsceure ; just as the sorse of a large river may be trased to a nombre of smal rils riseing in diferant plaices, which mingel there waters without anny one of haveing mutch clame to be considered the sorse of the grate streeme. It has ben sugested that the carage of leters was a dooty simeler to that performed by slaves amung the German and Saxon tribes, who were expected to go on erends and cary goodes or messegas for there lord when rekwired, and that the poaste took it's rise from this. The resemblance is however, to casuel to suport sutch a conclousin, or to atribute the oregon of the poastege of leters to sutch comou servises. But not to spekulat on this, and confineing our atension to England wee no this mutch that the poaste for leters had it's begining befor the time of Edward I and had bean imploied by merchents seteled in England befor the fiftenth sentery.

## No. 12,

## QUALIFYING EXAMINATION.

## TRANSCRIPTION.

Thursday, 15th November, 1900 ; from 2.15 p.m. to 3.15 p.m.

(Candidates are required to observe the Regulations strictly.)

N.B.—The candidate is required to make a neat and correct copy of the manuscript handed to him with this slip. The words scored through are to be omitted and the interlineations and the marginal and other additions are to be inserted in their proper places as indicated.

This paper was a rough draft in manuscript, which was submitted to the candidates lithographed. It cannot, of course, be reproduced here.



## No. 13.

## QUALIFYING EXAMINATION.

*Optional Subject.*

## TYPEWRITING.

(Candidates are required to observe the Regulations strictly.)

Values.

100

Six minutes are allowed for this subject. At the end of the six minutes, the Examiner will take up the copy, finished or unfinished.

N.B.—This subject may be taken up at any time to be arranged by the Examiner, but it must not be allowed to interfere with the time assigned to the other subjects.

TO KEEP BRAIN AND MUSCLE HEALTHY.

(By Dr. J. H. Kellogg.)

If you want to be healthy after old age has crept upon you take daily systematic exercise. It is as necessary as systematic eating. Walking is the best exercise, provided it's done in a proper manner. The body must be held erect, the chin drawn in, the hips back. This will bring the shoulders where they ought to be. Never try to hold the shoulders back. This throws the hips forward and produces an incorrect attitude.

Lift the chest forward and push the hips back. Draw the chin in and stretch up to the fullest height, while reaching the arms down as far as possible. Let them incline a little backward while getting them in proper position. The attitude must not be stiff, but flexible, allowing the trunk to yield and sway a little as the limbs are alternately put forward.

Take care not to strike the heels too forcibly. The shoulders will look out for themselves if the chest is forward and the hips back. Do not walk stiffly, or with a swaying, tottering or mincing gait. Let the arms hang freely by the side. When walking for exercise stretch out, stepping a little further and walking faster than usual.

In walking for exercise put the mind as well as the muscles in every step. Breathe deeply, slightly prolonging the respiratory movement. Hill-climbing, if not overdone, is capital exercise.

## No. 14.

## QUALIFYING EXAMINATION.

*Optional Subject.*

## BOOKKEEPING.

Friday, 16th November, 1900 ; from 9.30 to noon.

(Candidates are required to observe the Regulations strictly.)

Values.

36

1. How are the following-named accounts opened, conducted and closed :—Merchandise, Cash, Bank, Personal, Interest, Bills Payable, Bills Receivable, Expenses, Profit and Loss ?

14

2. In closing the ledger, where do the following items appear :—Cash on hand, Cash in Bank, Bills Receivable, Merchandise in stock, Balance of Interest, Real Estate, Coal for use in Warehouse ?



## SESSIONAL PAPER No. 31

- 20 3. Explain the following mercantile terms :—Current Account, Invoice, Account Sales, Bill of Lading, Consignment, Free on Board, Demurrage, Depreciation, Acceptance, Dividend.
- 20 4. On October the 15th, Smith borrowed \$620 from Brown and accepted Brown's draft at 3 months for the amount. A month later Brown discounted this acceptance with the Capital Discount Company.  
Write out the draft in full form with acceptance and endorsement and mark its date of maturity. Give the ledger entries, recording these transactions in the respective ledgers of Smith and Brown.
- 10 5. A peanut vendor had unsold on Wednesday night a stock of the cost value of 16 cents. On Thursday morning he purchased additional stock to the amount of \$2.24. He paid a friend 4 cents for watching his stand and spent 8 cents for spirits for his lamp. He bought paper bags to the amount of 12 cents, one-third of which he used in the course of the day. His sales amounted to \$3.76, out of which he paid 28 cents for the rent of his stand, and had stock left unsold of the cost value of 32 cents. Make out his profit and loss account for Thursday.

## QUALIFYING EXAMINATION.

*Optional Subject.*

## STENOGRAPHY.

(Candidates are required to observe the Regulations strictly.)

NOTE.—The examiner will read the conditions, and also the matter to be written, before proceeding to the trial, so that the candidates may have a clear apprehension of what they have to do. When all are ready he will read the matter over distinctly in exactly seven minutes, which will be at the rate of 65 words per minute. If any fail to keep up to the reading, they will necessarily drop out.

## CONDITIONS.

Half an hour will be allowed for the extension of the notes, and the candidates who produce perfect transcript will be awarded 100 marks. For every word omitted and for any wrong word introduced 5 marks will be deducted from the 100, and no account will be taken of exercises short-written to the extent of 12 words.

From O. C. 2nd Battalion, Canadian Rifles,

To Chief Staff Officer, 1st Mounted Infantry Brigade,

CAMP NEAR HONING SPRUIT.

26th June, 1900.

SIR,—1. I have the honour to bring to the notice of the Major General Commanding the following incident which occurred during the recent attack on this camp, which at the time, 22nd instant, consisted of 2 companies Shropshire Regiment and a detachment of two officers and 50 N.C. Officers and men of "D" Squadron of the battalion, under Lieutenant Davidson.

The attack commenced about 6.30 a.m., when Lieutenant Inglis was taking a party of eight men to post on a wooded kopje about  $3\frac{1}{2}$  miles east of the camp. The party was almost surrounded by about 400 of the enemy and forced to retire. Their retirement was made in the direction of a Cossack Post on the railway track on the ridge about one mile south of the camp.

2. During the retirement Lieutenant Inglis and two men were wounded; one is known to have been made a prisoner; one made his way to Kroonstadt and three are



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missing and supposed to be prisoners, as no trace of their bodies could be found on the field. The retirement of the party was practically covered by the Cossack Post referred to.

3. This group consisted of Corporal Morden, Acting Corporal Miles, Privates Kerr and Miles. Their only course was the railroad bed, which at that point was only about 18 inches above the level of the ground. Private Miles was slightly wounded in the hand and was sent back with the led horses. Corporal Morden sent word back to the camp that his group 'could stand off the enemy without help.'

The Cossack Post was being attacked by about 50 of the enemy, who occupied the ridge east of and up to the track on the south of the camp. Acting Corporal Miles was shot through the right shoulder, but supporting his shoulder on a tuft of grass to stop the bleeding, he directed his comrades where their fire would be most effective.

Private Kerr was then wounded in the side and continued firing until shot through the heart and killed.

Corporal Morden kept up the fire until he was killed, being shot through the brain.

4. These men were excellent shots and their fire was so effective that the enemy made no further attempts to approach their post and when they retired left 2 or 3 dead in the vicinity.

They are known to have carried off one more dead and numerous wounded, the result of the fire from the group.

5. The group was composed of Pincher Creek men, and in Corporal Morden and Private Kerr the battalion has lost two of its best and bravest men.

Corporal Morden, the group leader, was known as the best rancher in the Pincher Creek District.

6. I promoted Acting Corporal Miles to be Sergeant for his conduct in the action.

7. The list of prisoners and missing in Lieutenant Inglis' group is solely due to the fact that men are mounted on worn out horses. I am glad to report the wounded are doing well.

I have, &c.,

(Sgd.) T. B. EVANS, Lt.-Colonel,  
Comdg. 2nd Battalion, Canadian Mounted Rifles.



## SESSIONAL PAPER No. 31

## LIST OF CANDIDATES WHO PASSED SUCCESSFULLY THE PRELIMINARY, OR LOWER GRADE, CIVIL SERVICE EXAMINATION, NOVEMBER, 1900.

## AT CHARLOTTETOWN, P.E.I.

Beairsto, Margaret B.

Grant, Thomas.

## AT HALIFAX, N.S.

Adams, H. C.  
 Beed, William G.  
 Burns, H. K.  
 Clancy, Arthur T.  
 Connors, John J.  
 Conrad, Rufus G.  
 Corrigan, Harry.  
 Curran, David J.  
 DeWolfe, William J.  
 Fegan, William R.  
 Flaherty, Thomas O.  
 Flemming, John L.  
 Frekelton, George N.

Fry, Francis L.  
 Gibbons, James A.  
 Glazebrook, James W.  
 Hennessy, John.  
 Hiseler, E. J.  
 Joyce, John M. J.  
 Ibson, Loyd.  
 Martin, Thomas D.  
 Martin, William.  
 Meagher, Geoffrey.  
 Moroney, Matthew.  
 McDonald, J. F.  
 MacLeod, M. A.

McNeil, Joseph D.  
 O'Brien, Thomas D.  
 O'Connor, James P.  
 Paul, Augustus R.  
 Phelan, George W.  
 Reyno, John G.  
 Saxton, Richard J.  
 Scott, G. F.  
 Shannon, William.  
 Sullivan, John.  
 Vaughan, James P.  
 Walsh, Edward.

## AT ST. JOHN, N.B.

Boal, Fred. James T.  
 Butler, James.  
 Campbell, Herman T.  
 Causton, Robert O.  
 Cronin, Thomas P.

Ferguson, William M.  
 Gregory, Hugh R.  
 Heffernan, Thomas.  
 Killin, Thomas.

MacKellar, Duncan.  
 McCourt, Edward J.  
 O'Brien, John.  
 Sweeney, Michael D.

## AT QUEBEC.

Bédard, Wilbrod.  
 Bernier, J. A.  
 Bérubé, Dosithé.  
 Blackburn, Joseph H.  
 Carrier, Omer.  
 Dorion, S. Edouard.  
 Fitzgerald, M.  
 Galipeault, André A.

Garon, Eugène.  
 Gélinau, Adolphe.  
 Gosselin, Arthur.  
 Gravel, Jean Baptiste O.  
 Hains, Herménégilde.  
 Lachevrotière, André de.  
 Langevin, Alzérias.  
 LeTellier, Ferdinand E.

McGreevy, Herbert.  
 Parent, Napoléon.  
 Préfontaine, Fulgence H.  
 Riverin, Oscar.  
 Robitaille, Eugène.  
 Robitaille, George W.  
 Verret, Elzéar.

## AT MONTREAL.

Archambault, Louis J.  
 Beaulieu, Edouard H.  
 Bélanger, Adrien.  
 Bellangé, Ferdinand.  
 Bergeon, Odilon.  
 Bernard, Euclide.  
 Bisson, Magloire.  
 Bourgouin, Joseph.  
 Chambers, John P.  
 Coote, Edward.  
 Cordeau, Clodomir.  
 Coron, Joseph E.  
 Cosgrove, Timothy.  
 Crépeau, Armand.  
 Daunais, Arthur.  
 David, Archille.  
 Desmarteau, Elie.  
 Didier, Rémi.  
 Doherty, Benedict.  
 Dubois, Léonard.

Giroux, Joseph O.  
 Gordrick, Henry.  
 Gravelines, Philius.  
 Harel, Joseph A.  
 Hoerner, J. L.  
 Hurteau, Joseph A.  
 Hurtubise, Noël T.  
 Jeannotte, Adélar.  
 Killoran, Charles E.  
 Laing, Joseph Henri.  
 Laforce, Charles.  
 Lamoureux, Joseph Geo.  
 Landry, Ernest.  
 Laporte, Sidney.  
 Larin, Ernest.  
 Laroche, Eugène.  
 Lasalle, N.S.  
 Leblanc, L. Mercier.  
 Lebrun, Léon.  
 Leclerc, Philius.

Meloche, J. Octave.  
 Meloche, Zéphirin.  
 Moore, Edward.  
 Moore, James D.  
 Moore, Patrick.  
 Murphy, William.  
 McCamley, Henry.  
 McDonough, John.  
 McInerney, John.  
 O'Neill, Daniel J.  
 O'Neill, James.  
 O'Neill, Peter James.  
 Paradis, Odilon J. P.  
 Paret, Jules.  
 Poirier, Ovila.  
 Primeau, Honoré.  
 Proctor, William G.  
 Roberge, Thomas.  
 Robert, Armand.  
 Robert, Eugène.



AT MONTREAL—*Concluded.*

Dufour, Joseph.  
 Dumontet, Ephrem.  
 Dupuis, Camille.  
 Dupuis, Pierre S.  
 Duval, Adélard.  
 Feeny, Bernard.  
 Filiatrault, Joseph.  
 Gaudet, Albert.  
 Gauthier, Arthur C.

Lecompte, Avila.  
 Lecours, Joseph T.  
 Leguenier, Arnold.  
 Losey, Charles H.  
 Lyons, John.  
 Maisonneuve, Joseph.  
 Manson, David.  
 Marcil, Joseph Henri.  
 Marion, Ddmond.

Rodier, Joseph.  
 Sauvageau, Richard  
 Sincennes, Nap. E.  
 St. Jean, Paul.  
 Taupier, Odias.  
 Toner, Patrick.  
 Vermette, Cyrille.  
 Walsh, Aloysius.  
 Wood, Charles William.

## AT OTTAWA.

Archambault, J. Emile.  
 Beddoe, Walter G.  
 Beeson, George C.  
 Bignell, Etta Palmer.  
 Brankin, James.  
 Bridgman, Viola.  
 Brown, Hannah.  
 Burnside, W. H.  
 Cantwell, William J. P.  
 Casgrain, René.  
 Collins, Frederick A.  
 Davis, R. J.  
 Deschênes, Omer.  
 Dewar, Harry C.  
 Doherty, Tillie.  
 Dunne, Hugh J.  
 Eadie, Mary.

Ethier, Joseph P. E.  
 Graziadei, Dominick V.  
 Greene, Ethelyn J.  
 Gray, J. Burke.  
 Higginson, James A.  
 Holliston, William.  
 Holmes, Marcus G.  
 Hudon, Aveline.  
 Jackson, Alfred B.  
 Kennedy, Laurance P.  
 Lane, Ed. J.  
 Langford, Bernice I.  
 Lapointe, Albert.  
 Lapointe, Albert A.  
 Low, Archie E.  
 Madigan, Margaret.  
 Martin, Maude P.

Masson, Andrew L.  
 McConnell, John F.  
 McDonald, Douglas H.  
 McMonagle, F. H.  
 Morin, David.  
 Nesbitt, Wilberforce.  
 Nesbitt, Eva.  
 Pelletier, J. C. H.  
 Perreault, Philippe.  
 Richardson, William E. H.  
 Rochon, Louis.  
 Shoolbred, Jessie M.  
 Shortt, W. F.  
 Slater, Blanche.  
 Stratton, Thomas G.  
 Wright, Strachan T. H.

## AT KINGSTON.

Anderson, Joseph D.  
 Bolger, Arthur P.

Deegan, Oswald James.  
 Edwards, George.

Fallon, Francis E.

## AT TORONTO.

Allen, Harry C.  
 Allen, John J.  
 Anketell, George.  
 Begg, John.  
 Boland, George M.  
 Bond, John F.  
 Brown, Alexander.  
 Brown, F. F.  
 Christie, James.  
 Clarke, Gordon H.  
 Clarke, Robert J.  
 Collins, Arthur B.  
 Cowling, David H.  
 Cowling, Thomas.  
 Coyle, William F.  
 Currie, David M.  
 Custaloe, Reuben.  
 Crain, George R.  
 Daley, Lewis R.  
 Dodds, John J.  
 Donaldson, Buchanan.  
 Douglas, Gordon S.  
 Drummond, Robert.  
 Fennell, Frank.  
 Fitzgerald, Samuel A.  
 Fleming, Ed. J.  
 Fraser, George N.

Frost, J. Arthur.  
 Gabriel, G. F.  
 Gabriel, Thomas H.  
 Gallagher, John William.  
 Gorrie, C. Marshal.  
 Goudie, George E.  
 Graham, Howard L.  
 Graham, John.  
 Hastings, W. F.  
 Hayes, William E.  
 Husband, Wesley H.  
 Hutchinson, W. A.  
 Jamieson, Arthur Mc.  
 Kennedy, Charles E.  
 Kenyon, T. H. G.  
 Kincade, George L.  
 Kirby, R. W. T.  
 Lane, Garfield.  
 Mann, Samuel.  
 Miller, Fred. Rufus.  
 Mowat, William James.  
 Murphy, James J.  
 McCarter, Frank.  
 McConkey, Chester E.  
 McDonald, William S.  
 McDougall, William.  
 McFarlane, William.

McGill, George W.  
 McKean, Francis.  
 O'Brien, James I.  
 O'Leary, J. J.  
 Oliver, William F.  
 Oliver, John T.  
 Quigley, Joseph.  
 Pedlar, Philip.  
 Pierson, Cory.  
 Pillow, Richard.  
 Pretty, Joseph M.  
 Remsden, B. F.  
 Rae, William J.  
 Reeves, T. H.  
 Revell, Harry H.  
 Skeans, Charles.  
 Smith, S. Percy.  
 Stanton, Alfred  
 Stibbard, Arthur E.  
 Stuart, Edgar A.  
 Taylor, George.  
 Thompson, James W.  
 Vogel, William D.  
 Walsh, Hanlan.  
 Whittleton, S. W.  
 Wilson, Thomas.



SESSIONAL PAPER No. 31

AT HAMILTON.

Bates, Charles E.  
Bryant, Vincent S.  
Caffery, John.  
Crooks, Richard.  
Dean, German.  
Hanley, Frederick.

Holland, William Henry.  
Markham, Charles J.  
Mitchley, Samuel.  
Macdonald, William A.  
McGowan, Patrick J.

Phalen, Daniel.  
Robinson, Samuel.  
Sinclair, John W.  
Tinsley, Charles E.  
Whitlock, F. J.

AT LONDON.

Birchard, William D.  
Campbell, William E.  
Dodson, Fred. J.  
Hardey, William A.

Jeacocke, Percy.  
McMurphy, Archie.  
Patrick, William.  
Shaw, David L.

Smallman, Thomas H.  
Weston, William H.  
Willsie, Ira F.

AT WINNIPEG.

Anderson, Carl J.  
Stewart, Thomas.

Thomas, Tom.

Winter, W. J. Dunbar.

AT VANCOUVER.

Bajus, William P.  
Barker, Kate.  
Bolton, Maeby E.  
Casselman, Clayton B.  
Charlton, Charles H.  
Creagh, Louis I.

Cruikshank, George A.  
Guest, Thomas D.  
Harvey, Sidney.  
Finlayson, Peter B.  
Kilbank, Thomas C.

Marchallsay, J. B.  
MacLean, Ethelwynne.  
Patton, William D.  
Thompson, Henry M.  
Yealands, George.

AT VICTORIA.

Charlton, Arthur.  
Farrell, John.

Graham, Frederick A.

Haynes, Ernest M.

Certified correct.

JNO. THORBURN, M.A., LL.D.,  
*Chairman.*

A. D. DECELLES, F.R.S.C.  
J. C. GLASHAN.

WM. FORAN,  
*Secretary.*



LIST OF CANDIDATES WHO PASSED SUCCESSFULLY THE QUALIFYING, OR HIGHER  
GRADE, CIVIL SERVICE EXAMINATION, NOVEMBER, 1900.

## AT CHARLOTTETOWN, P. E. I.

Beairsto, Margaret B.  
Gallant, Marin.  
Grant, Thomas.

Hennessy, William James.  
Mooney, John Francis.

McCallum, George H.  
Wise, Fannie J.

## AT HALIFAX, N.S.

Covey, John A.  
Creelman, John C.  
Fegan, William R.

Hiseler, E. J.  
Lynch, George J.  
McKenzie, Frank B.

MacLeod, M. Angus.  
Purney, John.

## AT ST. JOHN, N.B.

Allen, Sabin A.  
Burneti, Gillis H.  
Frenette, Onésiphore.

Morris, Walter E.  
McPherson, Thomas R.

Perry, Thomas B.  
Wesi, William H.

## AT QUEBEC.

Gosselin, Joseph F. D.

Matte, J. Napoléon.

Ambrose, Patrick G.  
Barlow, A. L.  
Benoit, Louis V.  
Birs, Hubert.  
Bouchard, Joseph O.  
Brodeur, P. E. Stanislas.  
Chatillon, Edouard.

Coutu, Gustave.  
Crankshaw, A. W.  
David, Théophile.  
Dumaine, J. D. Eugene.  
Fallon, Thomas Martin.  
Fillion, Mathias.

Gauvin, Emile.  
Lamoureux, Joseph G.  
Martin, Joseph Clovis.  
McDonald, Peter.  
Robert, A. Ernest.  
Symington, Thomas.

## AT OTTAWA.

Angus, Esther.  
Ardley, Ellen M.  
Beddoe, Walter G.  
Bell, Isabel E.  
Bennett, Lillian.  
Bolduc, Victoria.  
Bradley, Lila M.  
Bridgeman, Viola.  
Casey, John.  
Chevrier, Berenice.  
Coughlin, Martha H.  
Curry, James.  
Davidson, Thomas.  
DeRenzy, Nina K.  
Dewar, Janet C. M.  
Doherty, Tillie.  
Donaldson, Elfrida M.  
Drummond, Margaret.  
Ferguson, Mabel.  
Gates, Bessie.  
Gates, Ouida.  
Gay, Paul A.  
Gemmell, Duncan H.  
Gorman, Louis F.  
Hall, Bertha E.

Helmer, Dora.  
Higgerty, Jno. Joseph.  
Holliston, William.  
Holmes, Marcus G.  
Hobart, M. T.  
Howard, John A.  
Hughes, Alfred.  
Jackson, Gwendolyne.  
Kemp, Hannah.  
Kennedy, Lawrence P.  
Lamoureux, Marie A.  
Lanigan, John F.  
Latimer, Helen.  
LeBel, Marie A.  
Lewis, May.  
Loveday, Annie F.  
Low, Alex. G. H.  
Lusignan, Marie A. A.  
Lynch, William F.  
MacDonald, Jessie C.  
MacDougall, Marion M.  
MacGrady, Alice.  
Madigan, Margaret.  
Marsh, Marion.  
Mathews, Christine.

McGill, Victoria.  
McGirr, Ethel H.  
McIntyre, Lena B.  
McLachlan, W. J.  
McNicol, Carrie D.  
McStravick, Catherine.  
Merchant, Barbara.  
Montgomery, Adeline.  
O'Donahue, Helen.  
O'Hanley, Malcolm C.  
Panet, Arthur H.  
Pereira, F. L. Clinton.  
Phillips, Ethel Mildred.  
Richardson, Margaret.  
Rowland, Ethel.  
Rumsey, Beatrice J.  
Russell, Grace Ogilvie.  
Ryley, Eleanor E.  
Shannon, Francis M.  
Shoobred, Jessie M.  
St. Denis, Emma.  
Tremblay, Hélène.  
Whiteaves, Fred K.  
Wood, Edith.



## SESSIONAL PAPER No. 31

## AT KINGSTON.

Bolger, Arthur P.  
Christie, Donald P.  
Dusen, Eldon M. Van.  
Edwards, George.

Fallon, Francis E.  
Flett, Alex. G.  
Garrison, Maurice.  
Irvine, Ida M.

Irvine, M. Minnie.  
McKibbon, Walter R.  
Mason, W. R.

## AT TORONTO.

Andrews, Frankie B.  
Armstrong, John A. M.  
Bayne, Thomas R.  
Bell, Clements.  
Breen, Margaret.  
Campbell, Mabel E.  
Clement, S. R. A.  
Corley, James B.  
Dyas, Annie E.  
Fennell, Frank.  
Haulon, James R.  
Hare, Jacob H.  
Hastings, William F.  
Hayes, William E.  
Iler, Allan C.  
Johnston, Ed. J. A.  
Kelly, James J.

Knox, Charles.  
Lane, Garfield.  
Leatch, C. E.  
Leighton, Robert H.  
Locke, Herbert A.  
Low, J. Keith.  
Luttrell, Harold R.  
Lynd, R. J. Percival.  
Marshall, Nelson H.  
Meredith, John W.  
Mullin, Louis B.  
McClelland, Allan.  
McKenzie, Archie B.  
O'Connor, Constance M.  
O'Leary, J. J.  
Oliver, John T.  
O'Reilly, William J.

Pearson, Guy B.  
Peacock, Melville.  
Pierson, Cory.  
Poehlman, Baldwin.  
Pretty, Joseph M.  
Robinson, F. H.  
Rolling, Walter.  
Slatten, Taylor.  
Smith, Emma.  
Sullivan, Johannah.  
Wells, Edith L.  
Welsh, John W.  
White, Polina.  
Whyte, John A.  
Wilson, Leslie.  
Wood, J. Frank.

## AT HAMILTON.

Anderson, Harriet.  
Crooks, Richard.  
Johnston, Peter S.

Lawlor, John J.  
Lightfoot, Arthur H.  
Livingstone, W. Gordon.

McMillan, Stanley.  
Olmsted, Charles V.  
Simpson, W. A.

## AT LONDON.

Birchard, William D.  
Dodson, Fred J.  
Elliot, Norman.  
Frezel, Joseph A.  
Hamilton, Robert J.

Leckie, Thomas T.  
Murray, Albert C. W.  
McEwing, Hugh E.  
MacKerracher, William.  
Nelles, Edgar H.

Sheldon, Corydon C.  
Sutherland, Mary M.  
Ward, Fred A.  
Wiley, Daniel.

## AT WINNIPEG.

Gerow, W. M.  
Hickey, B. M.

McKinnon, W. H.

Robertson, W. S.

## AT CALGARY.

Garrett, B. D.

## AT VANCOUVER.

Bajus, William P.  
Bayne, David.  
Cartwright, Henry George.  
Cornwall, Sam. C.

Guest, Thomas D.  
McGuire, S. M.  
McIntyre, John.

McPhaden, Duncan E.  
Thorburn, James.  
Thompson, Henry M.

## AT VICTORIA.

Hartnell, Henry J.

Winsby, Herbert P.

Certified correct.

JNO. THORBURN, M.A., LL.D.,  
Chairman.

A. D. DECELLES, F.R.S.C.  
J. C. GLASHAN, LL.D.

WM. FORAN,  
Secretary.



LIST OF CANDIDATES WHO PASSED SUCCESSFULLY IN OPTIONAL SUBJECTS AT  
THE CIVIL SERVICE EXAMINATION HELD IN NOVEMBER, 1900.

AT CHARLOTTETOWN, P. E. I.

Beairsto, Margaret B.	Book-keeping.
Wise, Fannie J.	Stenography.

AT ST. JOHN, N. B.

Rurnett, Gilles H.	Book-keeping.
Frenette, Onésiphore.	Typewriting.

AT OTTAWA.

Ardley, Ellen May.	Stenography.
Bradley, Lila May.	Stenography.
Kemp, Hannah.	Book-keeping.
Kennedy, Lawrence P.	Stenography.
Lanigan, John F.	Book-keeping.
Loveday, Annie F.	Stenography.
Mathews, Christine.	Stenography.
O'Donahue, Helen.	Stenography and Typewriting.
O'Hanley, Malcolm C.	Stenography and Typewriting.
Pereira, F. L. Clinton.	Stenography.
Russell, Grace O.	Stenography.
Shannon, Francis M.	Book-keeping.
Tremblay, Hélène.	Stenography.

AT KINGSTON.

Garrison, Maurice.	Book-keeping.
Irvine, Ida M.	Book-keeping and Stenography.
Irvine, M. Minnis.	Book-keeping.
Milloy, Gertrude.	Book-keeping.

AT TORONTO.

O'Connor, Constance M.	Stenography.
White, Polina.	Book-keeping.

AT HAMILTON.

Johnston, Peter S.	Book-keeping.
McMillan, Stanley.	Book-keeping.

JNO. THORBURN, M. A., LL. D.,  
Chairman.

A. D. DECELLES, F. R. S. C.

J. C. GLASHAN, LL. D.

WM. FORAN,  
Secretary.



LIST OF GRADUATES OF CANADIAN UNIVERSITIES WHO HAVE EXHIBITED THEIR DIPLOMAS TO THE BOARD AND WHO, IN CONSEQUENCE ARE QUALIFIED FOR EMPLOYMENT IN THE PUBLIC SERVICE WITHOUT EXAMINATION.

Year.	Name.	Year.	Name.
1889. . . . .	W. Ranstead.	1897. . . . .	J. B. Beaulieu.
1889. . . . .	A. S. Smith.	1897. . . . .	T. A. Howard.
1889. . . . .	M. Monaghan.	1897. . . . .	Albert Beauchesne.
1890. . . . .	Henry Brent.	1897. . . . .	C. N. Dalglish.
1890. . . . .	M. Lacaille.	1898. . . . .	J. Earnest Colin.
1893. . . . .	J. A. Valois.	1898. . . . .	E. A. McKay.
1894. . . . .	Alp. Charron.	1899. . . . .	W. H. Allison.
1894. . . . .	A. Robert.	1899. . . . .	B. C. Cerswell.
1894. . . . .	A. W. Beall.	1899. . . . .	O. H. Cogswell.
1894. . . . .	Wm. A. Waine.	1899. . . . .	C. Hislop.
1894. . . . .	Roger Goulet.	1899. . . . .	A. H. Shea.
1895. . . . .	C. V. DeBrissay.	1899. . . . .	L. J. P. Gaboury.
1895. . . . .	Chs. Amoit.	1899. . . . .	H. W. Charlton.
1895. . . . .	Jno. Francis Ran.	1900. . . . .	Edwin North.
1896. . . . .	J. And. Thomas.	1900. . . . .	J. N. Robertson.
1896. . . . .	C. T. Sharpe.	1900. . . . .	Jno. P. Wren.
1896. . . . .	A. A. O'Brien.	1900. . . . .	Frank Leger.
1896. . . . .	Wm. F. Kehoe.	1900. . . . .	S. McEwen.
1896. . . . .	Albert H. Brown.	1900. . . . .	A. G. Harvey.
1896. . . . .	L. Sawyer.	1900. . . . .	A. M. Maxiven.